

City of Selah  
Council Minutes  
July 23, 2019

Regular Meeting  
Selah Council Chambers  
115 West Naches Avenue  
Selah, WA 98942

- A. Call to Order Mayor Raymond called the meeting to order at 5:30pm.
- B. Roll Call
- Members Present: Kevin Wickenhagen; Jacquie Matson; Jeremy Burke; John Tierney; Roger Bell; Diane Underwood; Russell Carlson
- Members Absent:
- Staff Present: Donald Wayman, City Administrator; Dale Novobielski, Clerk/Treasurer; Rick Hayes, Police Chief; Gary Hanna, Fire Chief; Jim Lange, Deputy Fire Chief; Joe Henne, Public Works Director; Jeff Peters, Community Development Supervisor; Ty Jones, Public Works Utility Supervisor; Treesa Morales, Recreation Manager; Monica Lake, Executive Assistant

C. Councilmember Absence – Motion to Excuse

D. Pledge of Allegiance

Council Member led the Pledge of Allegiance.

E. Invocation

Pastor Scott Ruark gave the prayer.

- F. Agenda Changes **None**
- G. Public Appearances/Introductions/Presentations **None**
- H. Getting To Know Our Businesses **None**
- I. Communications

1. Oral

Mayor Raymond opened the meeting. Seeing no one rise to speak, she then closed the meeting.

2. Written **None**

J. Proclamations/Announcements **None**

K. Consent Agenda

Executive Assistant Lake read the Consent Agenda.

All items listed with an asterisk (\*) were considered as part of the Consent Agenda.

- \* 1. Approval of Minutes: July 9, 2019 Council Meeting

- \* 2. Approval of Claims and Payroll:

Payroll Checks Nos. 82867 – 82957 for a total of \$247,546.09

Claim Checks Nos. 73329 – 73398 for a total of \$172,552.09

**Council Member Tierney moved, and Council Member Burke seconded, approval of the Consent Agenda as read. By voice vote, approval was unanimous.**

L. Public Hearings

- 1. Public meeting to consider the Final Plat of Selah Vista Phase 5

Community Development Supervisor Peters addressed L – 1. He said that this was a public hearing to consider the final plat of Selah Vista Phase 5, and that the staff recommendation was to accept the final plat and financial security. He went on to say that the City engineer and Public Works Director have taken in appropriate financial security for what had not been completed yet, and asked that Council hold a public hearing.

Mayor Raymond opened the public hearing.

Norma Smith, 906a Speyers Road, approached the podium and addressed the Council. She asked where the Selah Vista plat was located.

Community Development Supervisor Peters responded that it was located off Goodlander Road, just south of the plat of Orchardview Estates.

City administrator Wayman added that it was just west of where the Daynard Paulson family live.

Ms. Smith thanked them for their answers.

Seeing no one else rise to speak, Mayor Raymond closed the public hearing.

- 2. Public hearing to consider approval and adoption the city of Selah Central Urban Area Sub-Area Plan as a companion document to the City of Selah's 2017 Comprehensive Plan

Community Development Supervisor Peters addressed L – 2. He said that this hearing was to consider approval of Selah's Urban Sub Area Plan as a companion to the Comprehensive Plan, giving a brief summary of the background from the past two and a half years of work on putting together the Sub Area Plan. He remarked that the culmination of all the input received was put into a list of items to do that Council could annually review and prioritize, such as improving the downtown core with rezoning and changing the characteristics from residential to more commercial, addressing the insufficient supply of industrial or commercial properties inside current City limits, and longer term projects that involve other agencies for items like road access. He referred Council to Appendix F of the Sub Area Plan, which contains the recommendations that would be incorporated into the Comprehensive Plan as goals and policies, which would help when applying for grants or larger projects in the future. He requested that Council hold a public hearing on the matter, and asked that Gregg Dohrn be given five minutes to speak following adoption of the Resolution.

Mayor Raymond opened the public hearing. Seeing no one rise to speak, she then closed the public hearing.

M. General Business

- |    |              |             |
|----|--------------|-------------|
| 1. | New Business | <b>None</b> |
| 2. | Old Business | <b>None</b> |

N. Resolutions

1. Resolution approving the Final Plat of Selah Vista Phase 5 (FLP-001-19) and Authorizing the Mayor to Sign the Final Plat

Community Development Supervisor Peters addressed N – 1. He said that this was the Resolution for approval of the final plat of Selah Vista Phase 5, accepting the financial monies for bonding and authorizing Mr. Weise to record the plat.

Council Member Carlson asked if there was a time frame for the developments.

Community Development Supervisor Peters replied that it's typically five years.

Council Member Carlson inquired if there was testimony against approval when it went to the Planning Commission.

Community Development Supervisor Peters answered in the affirmative.

**Council Member Matson moved, and Council Member Carlson seconded, to approve the Resolution approving the Final Plat of Selah Vista Phase 5 (FLP-001-19) and Authorizing the Mayor to Sign the Final Plat. Roll was called: Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

2. Resolution of the City of Selah, Washington Approving and Adopting the City of Selah Central Urban Area Sub-Area Plan as a Companion Document to the City of Selah's 2017 Comprehensive Plan

Community Development Supervisor Peters addressed N – 2. He said that this Resolution was for approving and adopting the Central Urban Area Plan into the Comprehensive Plan, adding that they would have meetings with Council on the list of priorities after the plan had been approved and accepted. He noted that one such event would be the upcoming retreat, where they could go through the list of priorities and discuss them, and that the list could be rearranged once the Plan was adopted.

Council Member Carlson remarked that he had mentioned wanting to have Mr. Dohrn come up afterward but wondered if that could be done now, and what low hanging fruit were on the Plan that could be done quickly.

Community Development Supervisor Peters didn't see a problem with that.

Mayor Raymond invited Mr. Dohrn up to speak.

Gregg Dohrn approached the podium and addressed Council. He thanked them for moving him up on the agenda, and then spoke about setting up steps for the Sub Area Plan to allow Council to set priorities on an annual basis in conjunction with budget process. He felt that between now and then would be a good time for staff to get together to talk about the Naches road extension project and expansion of the urban growth area, and that time should be spent breaking that down into bite-size pieces, as the project isn't low-hanging fruit but important to get done. He pointed to the Goodlander Road improvements on that night's agenda as an example of low-hanging fruit, adding that the façade grants through the Selah Downtown Association would be another in that category. He went on to say that in the next tier would be a number of regulatory items that add up to giving business owners and property owners greater flexibility, which could be done concurrently with the Planning commission, such as taking steps to provide greater flexibility and more options to improve or further develop properties, landscaping, signage standards, and parking standards, which are all items that are relatively easy to implement when dealing with new land but tougher when dealing with existing structures.

**Council Member Bell moved, and Council Member Tierney seconded, to approve the Resolution of the City of Selah, Washington Approving and Adopting the City of Selah Central Urban Area Sub-Area Plan as a Companion Document to the City of Selah's 2017 Comprehensive Plan. Roll was called: Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

Council Member Bell expressed his appreciation that the Sub-Area Plan had passed, saying that they had expressed their opinions both verbally and in writing to move forward, and he was very pleased that they have now gone forward with the plan.

Council Member Carlson agreed, noting that Community Development Supervisor Peters and Mr. Dohrn both put in a tremendous amount of work on the project.



Community Development Supervisor Peters remarked that they've just started down the path and have a lot of things to do, adding that Council started the process last December with some amendments.

3. Resolution authorizing the Mayor to sign Task Order 2019-01 between the City of Selah and HLA Engineering and Land Surveying, Inc. to provide Engineering and Land Surveying Services for the Wastewater Collection System Improvements

Public Works Director Henne addressed N – 3. He said that this request was for the Mayor to sign a task order with HLA Engineering and Land Surveying, Inc. (HLA) to provide engineering and surveying services for major wastewater sewer improvements. He referred Council to the map in the packet, saying that one of the side benefits would be resurfacing of north Fourth Street, a local access road with no outside funding for repairs. He went on to say that he was asking for a task order in three phases, the first crossing SR-823 and working on the crossing permit with WSDOT, the second would be survey and design, and the third would be looking at funding sources for construction, such as the Public Works Trust Fund or a USDA application. He noted that the overall task order was for two hundred sixty-four thousand dollars, which he would like to take from the sewer reserve funds to pay up front.

Council Member Tierney inquired as to when they would have to go to bid on a project versus using HLA to provide the work.

Public Works Director Henne asked if he was saying have to or wants to.

Council Member Tierney clarified that he was asking when they had to do so.

Public Works Director Henne replied that when they receive new Federal Funding or some other funding they have to go out to bid, but when utilizing their own money they don't.

Council Member Tierney wondered if he was satisfied that amount would pay for the project.

Public Works Director Henne responded that he didn't understand the question.

Council Member Tierney asked if they could get everything for that amount.

Public Works Director Henne answered that when he talked with HLA they discussed the amount of work to be done and the time involved.

Council Member Tierney added onsite engineer.

Public Works Director Henne remarked that the overall construction project would be three point two million, with approximately sixty to eighty drawings, and that when he met with HLA he expressed concern over the large amount. He stated that he wouldn't bring it to Council if he didn't think it was an accurate number.

Council Member Carlson commented that, while he has no complaint about HLA, he does wonder at what point the City should go out for bid on a consulting project.

Public Works Director Henne answered that he would feel more comfortable doing that when they go out to construction, reminding Council that HLA knows their system and the project, and that the learning curve of another firm would be step to get them where they would need to be for this phase.

Council Member Carlson commented that he didn't think he was wrong about that.

Public Works Director Henne noted that, while they can't ask the consultant for a bid, they could request a statement of qualifications.

Council Member Carlson asked if they basically choose HLA because of those.

Public Works Director Henne replied that HLA is the City's consultant engineer for three years, adding that he just went out and advertised on it, receiving seven statements of qualifications from around the state, but he wasn't comfortable dealing with someone a hundred miles away.

Council Member Carlson commented that he saw that amount as a pretty big bill.

Public Works Director Henne answered that it was.

**Council Member Tierney moved, and Council Member Matson seconded, to approve the Resolution authorizing the Mayor to sign Task Order 2019-01 between the City of Selah and HLA Engineering and Land Surveying, Inc. to provide Engineering and Land Surveying Services for the Wastewater Collection System Improvements. Roll was called: Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

4. Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Granite Construction Company for the East Goodlander Road Improvement Project, STPUS-4710(001)

Public Works Director Henne addressed N – 4. He said that this request was for Council to award the construction project for east Goodlander Road improvements, saying that they received four bids as shown in the packet.

Council Member Matson asked why line item four, traffic control, was so different from the other bids.

Public Works Director Henne replied that it was for temporary traffic control.

Council Member Matson remarked that if they award the bid the company can't come back and say they missed a zero, pointing out that it's a substantially lower number.

Public Works Director Henne responded that all the bids were different; the only consistencies were paving and rock, and sewer pipe stuff. He added that if they see something glaring when they go through it they call and ask, and that they believe the bid to be good.

Council Member Burke expressed concern with the level of traffic control they were going to provide, saying that it was a glaring difference.

Public Works Director Henne asked Terry Alapeteri if all bids understood what they were bidding on.

Terry Alapeteri, HLA Engineering & Land Surveying, responded in the affirmative.

Public Works Director Henne answered Council Member Matson that they understand that and know they have to perform this. He noted that they would be trying to close Goodlander from Lancaster to SR-823 to try to expedite the project.

Council Member Tierney opined that Granite Construction Company wants the bid.

Public Works Director Henne agreed, saying that they wanted it and made it happen.

**Council Member Tierney moved, and Council Member Carlson seconded, to approve the Resolution Authorizing the Mayor to Award a Construction Contract between the City of Selah and Granite Construction Company for the East Goodlander Road Improvement Project, STPUS-4710(001). Roll was called: Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

5. Resolution Authorizing the Mayor to sign WSDOT Supplemental Agreement Number 5 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Construction of East Goodlander Road Improvements project

Public Works Director Henne addressed N – 5. He said that he had discussions with HLA regarding the amount of time and the amount requested, adding that he received approval from WSDOT at 4:47pm that day on the last item, and asked for approval of the resolution.

**Council Member Bell moved, and Council Member Tierney seconded, to approve the Resolution Authorizing the Mayor to sign WSDOT Supplemental Agreement Number 5 between the City of Selah and HLA Engineering and Land Surveying, Inc. for the Construction of East Goodlander Road Improvements project. Roll was called: Council Member Wickenhagen – yes; Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

## O. Ordinances

1. Ordinance Amending the 2019 Budget for Sewer Design

Public Works Director Henne addressed O – 1. He said that this Ordinance amended the 2019 budget for sewer design for the previously approved Resolution, giving a brief explanation of the fund transfers.

**Council Member Carlson moved, and Council Member Burke seconded, to approve the Ordinance Amending the 2019 Budget for Sewer Design. Roll was called: Council Member Matson – yes; Council Member Burke – yes; Council Member Tierney – yes; Council Member Bell – yes; Council Member Underwood – yes; Council Member Carlson – yes. By voice vote, approval was unanimous.**

P. Public Appearances **None**

Q. Reports/Announcements

1. Departments

Deputy Police Chief Steen said that the Police Chief was away on training. He reminded Council that National Night Out would be two weeks from today from six pm to eight-thirty pm at Wixson Park. He remarked that Community Service Specialist Maki has put a lot of hard work into the endeavor, and this year would be spectacular.

Council Member Carlson wondered if any career officers would be volunteering to be dunked in support of the volunteers.

Deputy Police Chief Steen replied that he has not gotten that information yet.

Fire Chief Hanna said that they held their public meeting last night to answer questions about the fire levy, and that while there was a low turnout, good questions were asked by those in attendance.

Community Development Supervisor Peters thanked Council for adopting the Sub-Area Plan. He said that they were still working on amendments to the sign ordinance which would then go through the process of bringing it to the public, and that they would also be working on other things Mr. Dohrn mentioned such as updating the SEPA policies. He went on to say that this isn't the end, but only the end of the beginning, and from this point they would start to implement the plan and bring different changes of the City's code to council for amendment.

City Administrator Wayman requested that he give a quick report on commercial dumpster enclosures.

Community Development Supervisor Peters responded that all of the City dumpster enclosures have been completed and are in compliance now, and that a number of businesses out there that have complied. He remarked that some businesses aren't moving forward as quickly as they would like, and they hope that reminding them that the deadline has passed would hopefully remedy that.

City Administrator Wayman added that they would be moving to citations fairly quickly, and if they get no response in reaching out one more time they would proceed to the next step.

Community Development Supervisor Peters noted that Code Enforcement Officer Barnett has been out visiting all of their frequent fliers reminding them to keep up their yards and keep the weeds down, both residential and commercial.

Council Member Carlson asked how many businesses that aren't enclosed qualified under the grandfathered in dumpsters section of the dumpster ordinance, something he wasn't in favor of.

Community Development Supervisor Peters responded that the way they wrote it required approval.

City Administrator Wayman remarked that he had only signed one.

Council Member Carlson inquired if anyone had brought in information.

Community Development Supervisor Peters replied that one brought in information but it was insufficient, and when they asked for more none was provided.

Public Works Director Henne gave an update on the north First Street project, noting that the County is scheduled to come in next week and stripe the road, and that he was waiting for the contractor to provide a final billing and to accept the quantities, after which he would bring it to Council for acceptance. He talked briefly about the ongoing work at Volunteer Park, both with the guy installing disc golf baskets and a young man doing an Eagle Scout project refinishing picnic tables that would be a mix of ADA and regular ones for the park.

Council Member Carlson commented that the young man got approval from his Scout Master on the proposed project, presented it to the Eagle Board and was approved, and he has also gone down to Playland Park to look at those benches and picnic tables.

City Administrator Wayman requested that Public Works Director Henne discuss the sidewalk project.

Public Works Director Henne responded that they were out to ad on it, with a bid opening August 6<sup>th</sup>, to do work in front of Pingrey's on Naches Avenue, and in front of the variety store and old Enchanted Forest, and would be taking out the old sidewalk to put in curb, steps and a wheelchair ramp at the other end. He noted that the owner of the Liberty building would be responsible for pavers and a safety rail for the project.

Clerk/Treasurer Novobielski said that he had been hoping to share a sales tax update, but as it hadn't been updated he would provide it at the next meeting. He went on to say that the 2020 budget calendar would be emailed out tomorrow, with a kickoff date of August 9th, a preliminary budget to Council on September 24th, and Council budget meetings on November 6 through 8.

Human Resources Manager Potter said that they have interviews this week for the Wastewater Treatment Plant position, and an advertisement recruiting for the building inspector position. He added that he has been working with the City Administrator on a possible recruitment plan for the future to fill potential positions coming available.

City Attorney Noe expressed his thanks for the kind words said.

## 2. Council Members

Council Member Matson said that she attended the levy meeting last night, and felt it was a well put together meeting. She added to eh update from Public Works Director Henne regarding Volunteer Park, saying that Jennifer would call and talk to an arborist about possibly shifting the Centennial tree, and that they were working on the gazebo. She mentioned that the finance committee met earlier that day to discuss matters with the Clerk/Treasurer.

Council Member Burke said that he had been working with the City Administrator since the last Council meeting regarding the City Attorney position, adding that he feels that as a public entity and public servants to the rest of the taxpayers they should be open to self-auditing themselves.

Council Member Tierney expressed his thanks to City Attorney Noe for his service to the City, saying that he would miss his guidance the remainder of his term. He also thanked Deputy Police Chief Steen for his department going above and beyond to make a young man's birthday special, as the young man loves police officers and he had requested that an officer stop by to wish him a happy birthday. He said that three officers, Sergeant Smith, and Officers Gause and Singletary, stopped by, brought the young man trinkets, and went above and beyond what had been asked.

Council Member Bell echoed Council Member Tierney's comments to City Attorney Noe, saying that he has been a great counsel for this Council, and he appreciates what he has done both for him personally and for the Council and the City. He said that the aquatic center was ninety-nine percent complete, with sealing and striping on the paving to be done the next day. He went on to say that the Health Department passed them with one follow-up to be done regarding a temporary closure on the emergency exit gates, the Building Inspector and Fire Marshal were scheduled for Thursday, and L&I had given them a verbal okay earlier that day. He acknowledged an issue with the dumpster not being enclosed, saying that it would be handled by SPRSA as a separate topic as it wasn't part of the construction plan. He remarked that it had come to his attention that there were some people in the community saying that the City delayed the opening of the pool, and that it was not true. He stated that if they had an inspection today they wouldn't have passed, and that it was SPRSA and the contractor who delayed it.

Council Member Underwood said that they should be proud of the new pool, which she was very excited to have. She noted that there would be a Selah School District board meeting on Thursday.

Council Member Carlson thought that the Fire Department has handled the levy very responsibly and openly, being very open about educating the public. He said that he was grateful for the SPRSA and their efforts. He commended the Police Department for their effort to make the young man's birthday special. He felt it appropriate to present a potential sign ordinance to the sign committee for review. He echoed the other statements made regarding City Attorney Now, saying that he's a good man and deserves kudos for the effort he's put in, and that from his perspective he deserves this new opportunity.

### 3. City Administrator

City Administrator Wayman remarked that they would have an executive session during the next meeting. He added that one thing on the front burner for him was the retreat agenda, which he would like to finalize by the end of next week to get staff working on it and preparing for presentations. He requested that Council send any ideas they have for it to himself via the Mayor and he would try to get them on the agenda. He said that he received news from the finance committee that afternoon that

retirement of the Marudo debt had moved up to approximately the last month of 2020, and that they could delve into that during the retreat. He noted that part of the agenda would be plans for a City Hall and Police Station as well as property acquisition.

4. Boards

- a. Planning Commission Minutes from June 4, 2019 and July 2, 2019

5. Mayor

Mayor Raymond remarked that Selah has become the cruising place in the valley, with another event this Saturday night. She said that a gentleman from Vintiques wants to bring their cruise out to Selah Thursday night as well, adding that it wasn't an event but a cruise night for cars as long as they behave.

City Administrator Wayman remarked that it was not a City-sponsored event, and that whoever drives within the City would obey the traffic laws.

Mayor Raymond commented that the other part to that was the business they bring into the community, adding that it's great for the businesses and was like Community Days in downtown Selah.

Council Member Carlson loved that people want to come and spend their money in Selah, and that although it's not a City event he thought they should encourage and welcome them. He added that he had heard Yakima wants to bring them back and hopes that they don't.

Mayor Raymond responded that there's other generation who will still want to cruise the Ave in Yakima.

Council Member Carlson asked how successful the first time had been.

Council Member Tierney answered that he talked with various car clubs around the Valley, and they were thinking about a proposal to cruise in Yakima the first and third weekends, and in Selah the second and fourth weekends. He said that they had a packed town last Saturday and he was sure they would have one this Saturday as well.

City Administrator Wayman remarked that he had a meeting with the SDA about this the other day, saying that part of the issue with Yakima was that they view it as a City-sponsored event, while Selah doesn't have an ordinance that addresses it like Yakima and simply require that someone complies with traffic laws. He opined that the proprietors in town need to work to cater to these people, maybe have something those days to attract them.

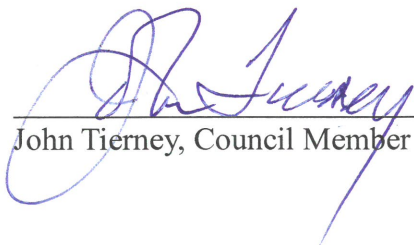
P. Executive Session                      **None**

Q. Adjournment

**Council Member Tierney moved, and Council Member Matson seconded, that the meeting be adjourned. By voice vote, approval was unanimous.**



The meeting adjourned at 6:43pm.

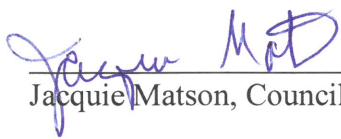


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John Tierney, Council Member

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Russell Carlson, Council Member



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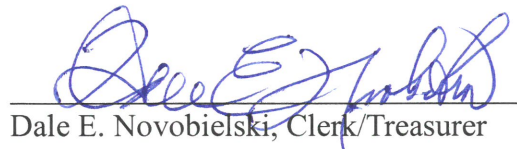
Jacquie Matson, Council Member



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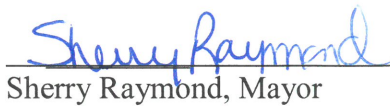
Jeremy Burke, Council Member

ATTEST:



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Dale E. Novobielski, Clerk/Treasurer



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Sherry Raymond, Mayor



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Roger Bell, Council Member

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Diane Underwood, Council Member

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EXCUSED

Kevin Wickenhagen, Council Member